

US EPA ARCHIVE DOCUMENT

AGENCY: ENVIRONMENTAL PROTECTION AGENCY (EPA)

TITLE: Indoor Environments: Reducing Public Exposure to Indoor Pollutants

ACTION: Request for Proposals (RFP)

RFP No: EPA -OAR-ORIA-09-09

CFDA: 66.034

SUMMARY: Formal Agency responses to questions regarding the subject RFP

Date: July 30, 2009

Q1: In the announcement at grants.gov it lists the CFDA number and then this descriptor:

CFDA Number(s): 66.034 -- Surveys, Studies, Investigations, Demonstrations and Special Purpose Activities Relating to the Clean Air Act

Can we include surveys as part of our activities under this RFP? In the past surveys were prohibited.

A1: Yes, your organization may propose surveys as part of the activities it will carry out if EPA awards your organization a cooperative agreement under this RFP. Surveys are authorized by the statutory authority for the cooperative agreement, the program description in the Catalogue of Federal Domestic Assistance and are not prohibited by the terms of the RFP. However, using EPA funds to develop and administer a survey may lead to substantial delays in the performance of your cooperative agreement and impose substantial administrative burdens on EPA and your organization. OMB regulations implementing the Paperwork Reduction Act require EPA to obtain "information collection request" (ICR) authorization if a recipient of a cooperative agreement uses EPA funds to develop and administer a survey which asks identical questions to ten or more persons. The ICR approval process is complex and requires a significant amount of time to complete. Please review OMB regulations at 5 CFR Part 1320 for details <http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&rgn=div5&view=text&node=5:3.0.2.3.9&idno=5> .

Successful applicants can design and administer surveys with their own funds, and use EPA cooperative agreement funds to analyze and distribute the results of the survey without triggering the need for EPA to obtain an ICR. In addition, OMB regulations at 5 CFR 1320.3(h)(4) provide that EPA does not need to obtain an ICR for cooperative agreement recipients to use EPA funds to design and administer pre and post training tests for program participants.

Q2. Our organization is considering proposing a project that will involve..... Please provide advice as to whether this project is acceptable under this RFP EPA -OAR-ORIA-09-09.

A2. Unfortunately, EPA cannot provide pre-proposal comment or advice on applicant project proposals. As stated in the RFP EPA-OAR-ORIA-09-09 under section:

IV. PROPOSAL AND SUBMISSION INFORMATION

H. Pre-Proposal Assistance and Communications

In accordance with EPA's Assistance Agreement Competition Policy (EPA Order 5700.5A1), EPA staff will not meet with individual applicants to discuss draft proposal packages, provide informal comments on draft narrative proposals, or provide advice and/or guidance to applicants on how to respond to ranking criterion. Applicants are responsible for the contents of their proposals. However, EPA will respond to questions in writing from individual applicants regarding threshold eligibility criterion, administrative issues related to the submission of the proposal, and requests for clarification about the announcement.

Q3. Are letters of support or endorsement considered part of the 13 page limit?

A3. Yes. An applicant's **ENTIRE** proposal package that they submit must be 13 pages or less, as stated in "C. Threshold Eligibility Criteria number 7" and "C. Content of Proposal Submission".